

Message Text

UNCLASSIFIED

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21

ORIGIN OIC-02

INFO OCT-01 ISO-00 /003 R

DRAFTED BY IO/OIC:JWCLARE

APPROVED BY IO/OIC:TEMOSSELLEM

----- 123367

R 032134Z DEC 76

FM SECSTATE WASHDC

TO USDEL MBFR VIENNA

UNCLAS STATE 295149

E.O. 11652: N/A

TAGS: OCON, OTRA

SUBJECT: TRAVEL AUTHORIZATION

REFERENCE: CLARE/WEIDENHOUSE TELECON 12/3/76

1. OIC TRAVEL AUTHORIZATIONS FOR CONSULTATION TRAVEL VIENNA/WASHINGTON AND RETURN MAY BE WRITTEN FOR ACTUAL SUBSISTENCE EXPENSES NOT TO EXCEED DOLS 50.00 PER DAY OR ON A PER DIEM BASIS OF DOLS 35.00.

2. IN THE FIRST CASE, THE TRAVELER IS REQUIRED TO ITEMIZE ALL EXPENSES AND TO FURNISH RECEIPTS FOR LODGING. IN THE SECOND CASE THE PER DIEM IS BROKEN DOWN TO DOLS 14.00 FOR EXPENSES AND UP TO DOLS 21.00 FOR LODGING. TO SUPPORT CLAIMS UNDER THIS OPTION A TRAVELER MAY, REPEAT MAY, BE REQUESTED TO FURNISH PROOF OF EXPENSES BY THE CERTIFYING OFFICER.

3. OIC ORDERS WILL BE WRITTEN ONE OR THE OTHER OF THE OPTIONS, BUT NOT BOTH. PLEASE DETERMINE WHICH TRAVELER SHOULD RECEIVE WHICH AUTHORIZATION. FYI, IF A TRAVELER OPTS FOR ACTUAL SUBSISTENCE, AND CIRCUMSTANCES LATER DICTATE THE AUTHORIZATION OF PER DIEM, THIS MAY NOT, REPEAT MAY NOT, LATER BE CHANGED; WHEREAS, PER DIEM MAY UNCLASSIFIED

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BE CHANGED TO ACTUAL EXPENSES WHEN NECESSARY. KISSINGER

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Message Attributes

Automatic Decaptioning: X
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Channel Indicators: n/a
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Decaption Note:
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Disposition Approved on Date:
Disposition Authority: n/a
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Disposition Comment:
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Disposition Event:
Disposition History: n/a
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Margaret P. Grafeld
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